



# **Departmental Quarterly Performance Report**

**Department Name: Capital Improvements Construction  
Coordination**

**Reporting Period:  
FY 2002 - 2003  
Qtr Ending 9/30/03**

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## MAJOR PERFORMANCE INITIATIVES - Describe Key Initiatives and Status

Check all that apply

<p>County Mgr. Priority (Circle One): <i>People</i> <i>Service</i> <u>Technology</u> <i>Fiscal Responsibility</i></p> <p><b>Develop comprehensive capital improvement database to track core planning, design, and construction milestones and outcomes by funding source, department, and commission district.</b></p> <p>CICC has completed base functional testing of the alpha version of the web based Capital Improvements Information System (CIIS) designed to be a contract oversight and reporting system. The system can be viewed at <a href="http://intradev/cicc/CIIC">http://intradev/cicc/CIIC</a>. Miami-Dade Transit and the Public Works Department are to participate in the beta test of the system prior to the proposed January, 2004 Countywide launch date.</p>	<p><input type="checkbox"/> Strategic Plan</p> <p><input checked="" type="checkbox"/> Business Plan</p> <p><input type="checkbox"/> Budgeted Priorities</p> <p><input type="checkbox"/> Customer Service</p> <p><input type="checkbox"/> ECC Project</p> <p><input type="checkbox"/> Workforce Dev.</p> <p><input type="checkbox"/> Audit Response</p> <p><input type="checkbox"/> Other _____ (Describe)</p>
<p>County Mgr. Priority (Circle One): <i>People</i> <i>Service</i> <i>Technology</i> <u>Fiscal Responsibility</u></p> <p><b>Monitor core capital improvement project milestones and expenditures for budgeted projects.</b></p> <p>CICC continues to monitor hard and soft QNIP project expenditures (see attached table) by district and category monthly and to meet with implementing departments bi-weekly to review project status. QNIP work orders for sidewalks, resurfacing, and drainage are processed through CICC where they are reviewed for cost effectiveness and funding availability prior to the project's implementation. CICC also monitors Impact Fee revenues and expenditures monthly by category and Impact Fee district (see attached spreadsheet). In addition, CICC maintains a FEMA project database tracking approval of project worksheets and total FEMA funding (see attached spreadsheet) and reports on the status of FEMA projects via a GIS link to the County's My Neighborhood web portal which can be accessed through the CICC website.</p>	<p><input type="checkbox"/> Strategic Plan</p> <p><input checked="" type="checkbox"/> Business Plan</p> <p><input type="checkbox"/> Budgeted Priorities</p> <p><input type="checkbox"/> Customer Service</p> <p><input type="checkbox"/> ECC Project</p> <p><input type="checkbox"/> Workforce Dev.</p> <p><input type="checkbox"/> Audit Response</p> <p><input type="checkbox"/> Other _____ (Describe)</p>
<p>County Mgr. Priority (Circle One): <i>People</i> <i>Service</i> <i>Technology</i> <u>Fiscal Responsibility</u></p> <p><b>Determine additional infrastructure needs and associated funding.</b></p> <p>CICC continues to work closely with Commission Districts to identify priorities for remaining QNIP 1, 2, and 3 funding within their respective district budgeted allocations and available district QNIP balances. During the past quarter, CICC worked with OMB to develop a series of allocation methodologies for the distribution of \$32.5 M in QNIP 4 funds to BCC districts culminating in the Manager's recommendations presented in the 2<sup>nd</sup> Budget Hearing. Future issues include:</p> <ul style="list-style-type: none"> <li>• the development of a General Obligation Bond program plan to meet the County's future capital improvement needs</li> <li>• the impact of incorporation and annexation on the expenditure of bond funds</li> <li>• the development of a listing of improvement project sites for QNIP 4 funding</li> <li>• the identification of a funding source for sidewalk, resurfacing, and drainage improvement projects on arterial roadways.</li> <li>• the expenditure of QNIP 1 funding and closeout of QNIP 1 expenditure cost centers.</li> </ul>	<p><input type="checkbox"/> Strategic Plan</p> <p><input checked="" type="checkbox"/> Business Plan</p> <p><input type="checkbox"/> Budgeted Priorities</p> <p><input type="checkbox"/> Customer Service</p> <p><input type="checkbox"/> ECC Project</p> <p><input type="checkbox"/> Workforce Dev.</p> <p><input type="checkbox"/> Audit Response</p> <p><input type="checkbox"/> Other _____ (Describe)</p>

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<p>County Mgr. Priority (Circle One): <i>People</i> <u><i>Service</i></u> <i>Technology</i> <i>Fiscal Responsibility</i></p> <p><b>Provide contract management and monitoring for the Tree Canopy Replacement Program.</b></p> <p>CICC selected, inspected, tagged, and purchased 12,497 trees for three DERM hosted Adopt-a-Tree distribution events held during the quarter ending 9/30/03. The cost of plants and delivery for these events was \$223,893 including \$213,786 for plants and \$10,107 for delivery. See the attached table for distribution of tree species by event.</p>	<p><input type="checkbox"/> Strategic Plan</p> <p><input checked="" type="checkbox"/> Business Plan</p> <p><input type="checkbox"/> Budgeted Priorities</p> <p><input type="checkbox"/> Customer Service</p> <p><input type="checkbox"/> ECC Project</p> <p><input type="checkbox"/> Workforce Dev.</p> <p><input type="checkbox"/> Audit Response</p> <p><input type="checkbox"/> Other _____</p> <p>(Describe)</p>
<p>County Mgr. Priority (Circle One): <i>People</i> <u><i>Service</i></u> <i>Technology</i> <i>Fiscal Responsibility</i></p> <p><b>Minimize the adverse impacts of County infrastructure projects and provide relief to businesses adversely affected by such projects by making loans available to eligible applicants.</b></p> <p>On July 29, 2003, CICC met with the Naranja Area Business Council on the availability of loans for businesses affected by commercial disruption from infrastructure activity at US 1 from SW 232 Street to SW 264 Street. To date nine loan applications have been processed and four loans have been approved.</p>	<p><input type="checkbox"/> Strategic Plan</p> <p><input checked="" type="checkbox"/> Business Plan</p> <p><input type="checkbox"/> Budgeted Priorities</p> <p><input type="checkbox"/> Customer Service</p> <p><input type="checkbox"/> ECC Project</p> <p><input type="checkbox"/> Workforce Dev.</p> <p><input type="checkbox"/> Audit Response</p> <p><input type="checkbox"/> Other _____</p> <p>(Describe)</p>
<p>County Mgr. Priority (Circle One): <i>People</i> <u><i>Service</i></u> <i>Technology</i> <i>Fiscal Responsibility</i></p> <p><b>Provide a more timely and efficient capital construction contracting process for non-controversial projects through the utilization of the Expedite Ordinance 00-104.</b></p> <p>During the 4<sup>th</sup> quarter, CICC processed 36 Requests to Advertise, 16 Contract Awards, and 19 Change Orders through the expedite ordinance; the total value of these actions was over \$58.9 million. See the attached table for a breakdown of actions and their values by department.</p>	<p><input type="checkbox"/> Strategic Plan</p> <p><input checked="" type="checkbox"/> Business Plan</p> <p><input type="checkbox"/> Budgeted Priorities</p> <p><input type="checkbox"/> Customer Service</p> <p><input type="checkbox"/> ECC Project</p> <p><input type="checkbox"/> Workforce Dev.</p> <p><input type="checkbox"/> Audit Response</p> <p><input type="checkbox"/> Other _____</p> <p>(Describe)</p>
<p>County Mgr. Priority (Circle One): <i>People</i> <u><i>Service</i></u> <i>Technology</i> <i>Fiscal Responsibility</i></p> <p><b>Provide a more equitable distribution of County work through the utilization of the A&amp;E Equitable Distribution Program pool of A&amp;E consultants pre-qualified by Miami-Dade County.</b></p> <p>During the 2<sup>nd</sup> quarter, CICC assumed responsibility for the administration of the EDP and for coordinating and reviewing existing Miscellaneous S&amp;E Professional Service Agreements (PSAs). As of September 30, 2003, CICC processed 137 EDP A&amp;E work assignments for departments for construction projects less than \$1 million or planning studies less than \$50,000 to 110 firms. The estimated construction value for these projects exceeds \$50 million. There are currently 279 EDP firms of which 248 are active and 31 are inactive. The attached table below shows the breakdown of the EDP work assignments by department along with each respective department's active Miscellaneous PSA data through September 30, 2003.</p>	<p><input type="checkbox"/> Strategic Plan</p> <p><input checked="" type="checkbox"/> Business Plan</p> <p><input type="checkbox"/> Budgeted Priorities</p> <p><input type="checkbox"/> Customer Service</p> <p><input type="checkbox"/> ECC Project</p> <p><input type="checkbox"/> Workforce Dev.</p> <p><input type="checkbox"/> Audit Response</p> <p><input type="checkbox"/> Other _____</p> <p>(Describe)</p>

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<p>County Mgr. Priority (Circle One): <i>People</i> <u><i>Service</i></u> <i>Technology</i> <i>Fiscal Responsibility</i></p> <p><b>Provide a more equitable distribution of County work through the administration of the 7040 and 7360 Miscellaneous Construction Contracts.</b></p> <p>As of January 6, 2003, CICC assumed full responsibility for the initiation, coordination and administration of the 7040 MCC including vendor pre-qualification and the rotation of pre-qualified vendors from all construction trades. Applications for and approvals of MCC funding for a variety of construction needs including facility repairs, renovations, demolitions, and new construction under \$1M are accomplished on-line through the integration of the CICC MCC database with ADPICS and FAMIS. During the 4<sup>th</sup> quarter, a second contract, the 7360 MCC, was awarded and administered by CICC primarily for federally funded projects. See the attached tables for number and value of 7040 and 7360 releases/work orders by department.</p>	<p><u>    </u> <i>Strategic Plan</i></p> <p><u>  x  </u> <i>Business Plan</i></p> <p><u>    </u> <i>Budgeted Priorities</i></p> <p><u>    </u> <i>Customer Service</i></p> <p><u>    </u> <i>ECC Project</i></p> <p><u>    </u> <i>Workforce Dev.</i></p> <p><u>    </u> <i>Audit Response</i></p> <p><u>    </u> <i>Other</i> _____</p> <p style="text-align: center;">(Describe)</p>
<p>County Mgr. Priority (Circle One): <i>People</i> <u><i>Service</i></u> <i>Technology</i> <i>Fiscal Responsibility</i></p> <p><b>Coordinate the development of standard construction language and standard construction policies and procedures, and formats.</b></p> <p>The BCC adopted R-667-03 on 6/17/03 establishing Administrative Order 3-39 on the Standard Process for Construction of Capital Improvements, Acquisition of Professional Services, Construction Contracting, Change Orders and Reporting and repealing AO 3-33 on the Acquisition of Professional Services, and AO 3-14, and AO 3-28 governing procedures on change orders and PSAs. The new AO provides a foundation for the coordination of the County's capital improvement program from planning through the design and construction phases. The Capital Improvement website, currently entering the beta test phase, includes contractual forms to be utilized by user departments. Additional proposed construction contract language and procedures can be viewed on the CIIS website for departmental review and feedback.</p>	<p><u>    </u> <i>Strategic Plan</i></p> <p><u>  x  </u> <i>Business Plan</i></p> <p><u>    </u> <i>Budgeted Priorities</i></p> <p><u>    </u> <i>Customer Service</i></p> <p><u>    </u> <i>Workforce Dev.</i></p> <p><u>    </u> <i>ECC Project</i></p> <p><u>    </u> <i>Audit Response</i></p> <p><u>    </u> <i>Other</i> _____</p> <p style="text-align: center;">(Describe)</p>
<p>County Mgr. Priority (Circle One): <i>People</i> <u><i>Service</i></u> <i>Technology</i> <i>Fiscal Responsibility</i></p> <p><b>Streamline the A&amp;E selection process and reduce the amount of time it takes to complete the solicitation process from Request to Initiate to the conclusion of negotiations.</b></p> <p>The A&amp;E division transferred from DPM to CICC on January 6, 2003. During the fourth quarter, 6 solicitations were advertised, and 61 proposals were received for the 4 solicitations submitted averaging 15 proposals per solicitation. A total of 5 solicitations were completed through negotiation; processing time ranged from 96 days to 179 days, averaging 130 days which represents a 35% reduction in the processing time from the previous quarter's average of 198 days. See the table below for data on solicitations and proposals submitted.</p>	<p><u>    </u> <i>Strategic Plan</i></p> <p><u>  x  </u> <i>Business Plan</i></p> <p><u>    </u> <i>Budgeted Priorities</i> <u>    </u></p> <p><u>    </u> <i>Customer Service</i></p> <p><u>    </u> <i>Workforce Dev.</i></p> <p><u>    </u> <i>ECC Project</i></p> <p><u>    </u> <i>Audit Response</i></p> <p><u>    </u> <i>Other</i> _____</p> <p style="text-align: center;">(Describe)</p>

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<p>County Mgr. Priority (Circle One): <i>People</i> <u><i>Service</i></u> <i>Technology</i> <i>Fiscal Responsibility</i></p> <p><b>To enhance current services provided to user departments and the professional community by providing essential information and training and increasing participation of local consultants in the EDP.</b></p> <p>During the fourth quarter, the A&amp;E unit provided 3 training and information workshops on proposal preparation and 3 workshops on the EDP process for Public Works, Park and Recreation, and Water and Sewer (see table below). To date, 279, or 67%, of the total 419 pre-qualified A&amp;E firms are participants in the EDP. As of September, 2003, 137 work assignments totaling \$5.8 million in service fees have been issued to 110 A&amp;E firms.</p>	<p><u>    </u> <i>Strategic Plan</i></p> <p><u>  x  </u> <i>Business Plan</i></p> <p><u>    </u> <i>Budgeted Priorities</i> <u>    </u></p> <p><i>Customer Service</i></p> <p><u>    </u> <i>Workforce Dev.</i></p> <p><u>    </u> <i>ECC Project</i></p> <p><u>    </u> <i>Audit Response</i></p> <p><u>    </u> <i>Other</i> <u>                    </u></p> <p><i>(Describe)</i></p>
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# Departmental Quarterly Performance Report

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## PERSONNEL SUMMARY

### *A. Filled/Vacancy Report*

NUMBER OF FULL-TIME POSITIONS*	Filled as of September 30 of Prior Year	Current Year Budget	Actual Number of Filled and Vacant positions at the end of each quarter							
			Quarter 1		Quarter 2		Quarter 3		Quarter 4	
			Filled	Vacant	Filled	Vacant	Filled	Vacant	Filled	Vacant
	15	33	27	6	27	6	29	4	29	4

\* Public Safety Departments should report the sworn versus non-sworn personnel separately and Departments with significant part-time, temporary or seasonal help should report these separately.

### Notes:

This year's budgeted positions include 18 original CICC positions, 13 A&E Selection and Specifications positions transferred to CICC from DPM, 1 Miscellaneous Construction Contract position transferred to CICC from DPM, and 1 Equitable Distribution Program position transferred from DBD in the beginning of the 2<sup>nd</sup> quarter of FY 2003. As of the end of the 4<sup>th</sup> quarter, there were four vacant positions including a PE, a CM1, and two Capital Improvement Analysts.

### *B. Key Vacancies*

Recruitment was completed for the two Capital Improvement Analysts and the PE during the 4<sup>th</sup> quarter of FY 2003. All three positions will be filled during the first quarter of FY 2004.

### *C. Turnover Issues*

None

### *D. Skill/Hiring Issues*

None

### *E. Part-time, Temporary and Seasonal Personnel*

*(Including the number of temporaries long-term with the Department)*

N/A

### *F. Other Issues*

None

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## FINANCIAL SUMMARY

(All Dollars in Thousands)

	PRIOR YEAR  Actual	CURRENT FISCAL YEAR						
		Total Annual Budget	4 <sup>th</sup> Quarter		Year-to-date			
			Budget	Actual	Budget	Actual	\$ Variance	% of Annual Budget
<b>Revenues</b>								
♦ SWU	463,826							
♦ QNIP	379,494							
♦ Imp Fee	194,000							
♦ FEMA	97,000							
♦ Tree Canopy	39,599							
♦ Loan Prog.	81,000							
♦ CWF*		2,800,000			2,800,000	2,711,056		
♦ Carryover	54,681							
<b>Total</b>	1,309,600	2,800,000			2,800,000	2,711,056		
<b>Expense*</b>								
♦ Sal/Frg	1,033,623	2,260,004	565,001	539,142	2,260,004	1,826,824	(433,180)	80.83%
♦ Oper.	262,625	517,196	129,299	407,353	517,196	748,561	231,365	144.73%
♦ Capital	13,391	22,800	5,700	3,644	22,800	16,456	(6,344)	72.18%
<b>Total</b>	1,309,639	2,800,000	700,000	950,139	2,800,000	2,591,841	(208,159)	92.57%

\* Expenditures may be reported by activity as contained in your budget or may be reported by category (personnel, operating and capital).

## Equity in pooled cash (for proprietary funds only) N/A

Fund/ Subfund	Prior Year	Projected at Year-end as of			
		Quarter 1	Quarter 2	Quarter 3	Quarter 4
<b>Total</b>					

## Comments:

(Explain variances, discuss significant in-kind services, provide status of aged receivables at 30-60-90-+ days and those scheduled for write-off, if applicable)

During the second quarter, CICC added 15 positions and their corresponding budgets from other departments including \$823,000 for 13 A&E Selections and Specifications positions from DPM, \$62,000 for 1 position from DPM associated with MCC administration, and \$72,000 for 1 position from DBD associated with the EDP. This transfer of positions and budget brought the FY 2003 CICC budget to \$2,800,000 and 33 positions. A mid-year supplemental budget of \$957,000 was granted during the 3<sup>rd</sup> quarter to enable CICC to meet these increased expenditures. As of year's end, CICC had a surplus of \$208,159 augmented by an additional \$30,992 in disputed ITD charges absorbed by OMB yielding a surplus of \$239,151. By agreement with OMB, any excess resulting from savings at the end of the year is to be split, with 50% going to CICC giving CICC a carryover of \$119,575 into FY 2004.

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## **Comments (con't):**

At the end of the fiscal year, departmental personnel expenditures were lower than budgeted largely due to delays in filling positions associated with the County hiring freeze. Some capital expenditures were encumbered during the 4<sup>th</sup> quarter and will be carried over into FY 2004. Operating expenditures were higher than budgeted largely because of higher than anticipated ITD programming charges associated with the development of the capital database, and because of higher than anticipated advertising costs associated with the Miscellaneous Construction Contract (MCC) administration and the A&E selection process.

## **STATEMENT OF PROJECTION AND OUTLOOK**

**The Department projects to be within authorized budgeted expenditures and projects that available revenues will exceed expenses except as noted below:**

Notes and Issues:

(Summarize any concern or exception which will prohibit the Department from being within authorized budgeted expenditures and available revenues)

CICC projects to be within authorized budget and available revenues. Because of the late start-up of the People's Transportation Plan and the unanticipated creation of QNIP 4, we are currently handling additional responsibilities with current staff. This may have to be revisited.

## **DEPARTMENT DIRECTOR REVIEW**

The Department Director has reviewed this report in its entirety and agrees with all information presented including the statement of projection and outlook.

\_\_\_\_\_  
Signature

Date \_\_\_\_\_

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## QNIP I & 2 Expenditure and Measures Summary through 9/30/03

Variable	Sidewalks	Drainage	Resurfacing	Parks	Other	Total
QNIP 1 Expenditures						
Hard Cost	21,179,066	30,488,901	4,770,962	14,177,853	5,103,195	75,719,977
Soft Cost	6,515,017	14,657,164	2,020,785	806,749	52,199	24,051,914
Total	27,694,083	45,146,065	6,791,747	14,984,602	5,155,394	99,771,891
QNIP 2 Expenditures						
Hard Cost	3,044,953	855,453	3,204,200	4,307,089		11,411,695
Soft Cost	766,607	386,484	782,830	27,478		1,963,399
Total	3,811,560	1,241,937	3,987,030	4,334,567		13,375,094
QNIP 3 Expenditures						
Hard Cost	0	0	0	52,082		52,082
Soft Cost	1,513	7,429	0	3,000		11,942
Total	1,513	7,429	0	55,082		64,024
TOTAL QNIP EXPENDITURES						
Hard Cost	24,224,019	31,344,354	7,975,162	18,537,024	5,103,195	87,183,754
Soft Cost	7,283,137	15,051,077	2,803,615	837,227	52,199	26,027,255
Total	31,507,156	46,395,431	10,778,777	19,374,251	5,155,394	113,211,009
Measures						
QNIP Repair Total	1,154,414					
QNIP New Total	1,366,301					
Pipes		325,406				
Structures		5,389				
Asphalt			314,271			

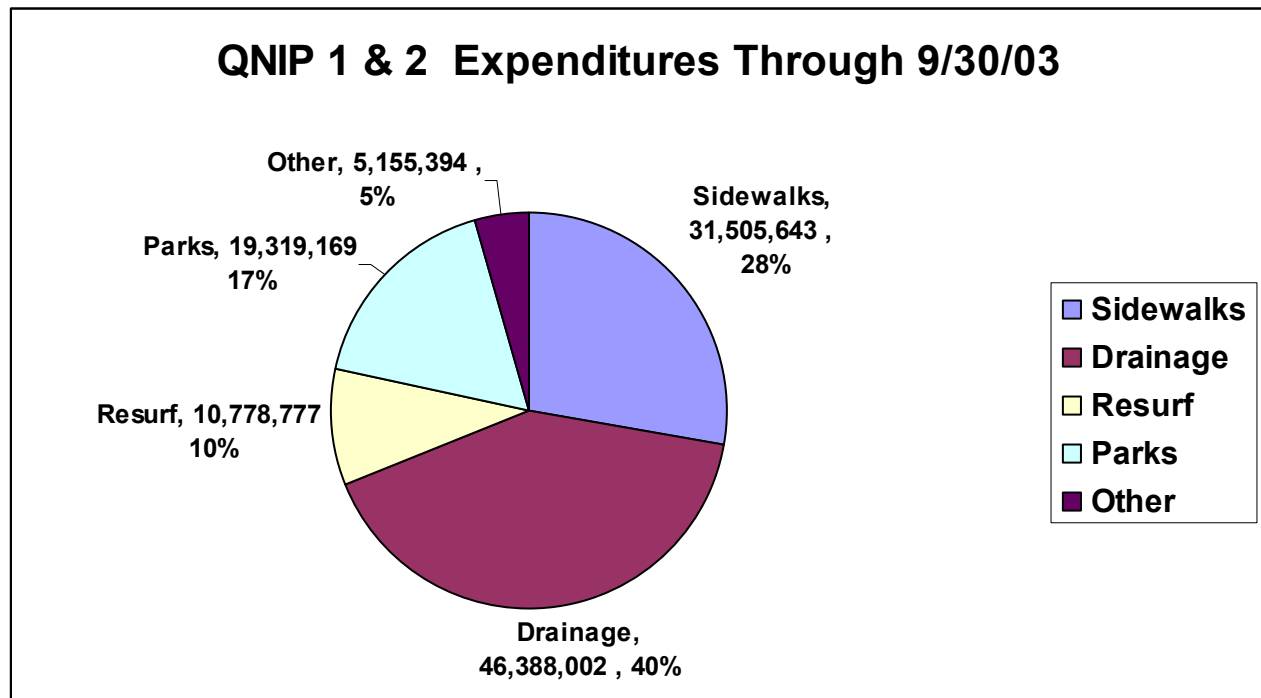
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As of September 30, 2003, 69% of the QNIP 1 funds budgeted for infrastructure improvements has been expended. Of the remaining \$44,754,277 in QNIP 1 funding, 78% is earmarked for on-going major drainage projects and park improvements. Twenty-four percent (24%) of the QNIP 2 funded have been expended; 33% of the balance of \$41,619,906 is earmarked for park improvement projects.



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Impact Fee Balances: the following table summarizes the balance of available funds for FY 2003 through 9/30/03 by Impact Fee category and district.

Impact Fee District	Net Available Funds by Type of Impact Fee Project				
	Roadway	Fire & Rescue	Police	Parks/Rec.	Total
<b>District 1</b>					
<b>Net Funds 9/30/02</b>	16,444,679	1,888,279	680,962	(1,637,205)	17,376,715
<b>Rev. 10/1/02-9/30/03</b>	2,731,478	184,179	(28,511)	107,606	2,994,752
<b>Exp. 10/1/02-9/30/03</b>	4,057,490	452,195	86,281	(104,131)	4,491,835
<b>Net Funds 9/30/03</b>	15,118,667	1,620,263	566,170	(1,425,468)	15,879,632
<b>District 2</b>					
<b>Net Funds 9/30/02</b>	7,004,602	2,506,740	12,075	6	9,523,423
<b>Rev. 10/1/02-9/30/03</b>	2,543,371	427,681	19,369	0	2,990,421
<b>Exp. 10/1/02-9/30/03</b>	3,076,741	297,273	0	0	3,374,014
<b>Net Funds 9/30/03</b>	6,471,232	2,637,148	31,444	6	9,139,830
<b>District 3</b>					
<b>Net Funds 9/30/02</b>	20,062,821	6,087,039	2,240,989	1,603,948	29,994,797
<b>Rev. 10/1/02-9/30/03</b>	2,699,696	926,801	157,670	522,866	4,307,033
<b>Exp. 10/1/02-9/30/03</b>	934,411	1,897,556	274,591	43,500	3,150,058
<b>Net Funds 9/30/03</b>	21,828,106	5,116,284	2,124,068	2,083,314	31,151,772
<b>District 4</b>					
<b>Net Funds 9/30/02</b>	3,735,110	2,972,095	332,766	1,412,065	8,452,036
<b>Rev. 10/1/02-9/30/03</b>	2,417,011	877,742	110,136	455,907	3,860,796
<b>Exp. 10/1/02-9/30/03</b>	338,218	1,383,909	55,352	442,469	2,219,948
<b>Net Funds 9/30/03</b>	5,813,903	2,465,928	387,550	1,425,503	10,092,884
<b>District 5</b>					
<b>Net Funds 9/30/02</b>	21,408,075	N/A	264,710	8,255,052	29,927,837
<b>Rev. 10/1/02-9/30/03</b>	3,613,090		136,890	615,649	4,365,629
<b>Exp. 10/1/02-9/30/03</b>	1,341,855		148,660	944,149	2,434,664
<b>Net Funds 9/30/03</b>	23,679,310		252,940	7,926,552	31,858,802
<b>District 6</b>					
<b>Net Funds 9/30/02</b>	6,376,621	N/A	(113,842)	14,498,220	20,760,999
<b>Rev. 10/1/02-9/30/03</b>	2,643,735		7,542	3,547,712	6,198,989
<b>Exp. 10/1/02-9/30/03</b>	488,266		0	2,836,217	3,324,483
<b>Net Funds 9/30/03</b>	8,532,090		(106,300)	15,209,715	23,635,505

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Impact Fee District	Net Available Funds by Type of Impact Fee Project				
	Roadway	Fire & Rescue	Police	Parks/Rec.	Total
<b>District 7</b>					
<b>Net Funds 9/30/02</b>	2,531,789	N/A	15,982	1,105,165	3,652,936
<b>Rev. 10/1/02-9/30/03</b>	828,920		222	362,153	1,191,295
<b>Exp. 10/1/02-9/30/03</b>	145,576		0	127,046	272,622
<b>Net Funds 9/30/03</b>	3,215,133		16,204	1,340,272	4,571,609
<b>District 8</b>					
<b>Net Funds 9/30/02</b>	7,527,240	N/A	1,104,857	1,046,134	9,678,231
<b>Rev. 10/1/02-9/30/03</b>	1,440,477		490,799	302,326	2,233,602
<b>Exp. 10/1/02-9/30/03</b>	1,187,471		318,937	123,368	1,629,776
<b>Net Funds 9/30/03</b>	7,780,246		1,276,719	1,225,092	10,282,057
<b>District 9</b>					
<b>Net Funds 9/30/02</b>	1,219,105	N/A	69,581	(216)	1,288,470
<b>Rev. 10/1/02-9/30/03</b>	1,035,129		18,393	0	1,053,522
<b>Exp. 10/1/02-9/30/03</b>	1,331,537		28,562	0	1,360,099
<b>Net Funds 9/30/03</b>	922,697		59,412	(216)	981,893
<b>Total</b>					
<b>Net Funds 9/30/02</b>	86,310,042	13,454,153	4,608,080	26,283,169	130,655,444
<b>Rev. 10/1/02-9/30/03</b>	19,952,907	2,416,403	912,510	5,914,219	29,196,039
<b>Exp. 10/1/02-9/30/03</b>	12,901,565	4,030,933	912,383	4,412,618	22,257,499
<b>Net Funds 9/30/03</b>	93,361,384	11,839,623	4,608,207	27,784,770	137,593,984

## Status of FEMA Flood Management Projects as of 9/30/03

Scope of Work	HURRICANE IRENE		NO NAME STORM			TOTAL		
	Approved	Total	Approved	Pending	Total	Approved	Pending	Total
PWs	290	290	3,174	35	3,209	3,464	35	3,499
DRAINAGE (new)	37,218,745	37,218,745	25,226,008	-	25,226,008	62,444,752	-	62,444,752
DRAINAGE (update)	7,648,592	7,648,592	346,408,889	412,211	346,821,100	354,057,481	412,211	354,469,692
SECONDARY CANAL DREDGING	2,491,432	2,491,432	216,243,785	87,205,979	303,449,764	218,735,217	87,205,979	305,941,196
STORM DRAIN CLEAN OUT	17,602,047	17,602,047	-	-	-	17,602,047	-	17,602,047
<b>TOTAL DRAINAGE</b>	<b>64,960,816</b>	<b>64,960,816</b>	<b>587,878,682</b>	<b>87,618,190</b>	<b>675,496,872</b>	<b>652,839,497</b>	<b>87,618,190</b>	<b>740,457,687</b>
ROAD RECONSTRUC.	26,429,322	26,429,322	16,925,036	-	16,925,036	43,354,358	-	43,354,358
ROAD RESURFACING	10,789,423	10,789,423	8,300,972	-	8,300,972	19,090,395	-	19,090,395
SIDEWALK REPAIR	138,553	138,553	-	-	-	138,553	-	138,553
<b>SUBTOTAL</b>	<b>102,318,113</b>	<b>102,318,113</b>	<b>613,104,689</b>	<b>87,618,190</b>	<b>700,722,879</b>	<b>715,422,802</b>	<b>87,618,190</b>	<b>803,040,992</b>
OTHER DEPARTMENTS	11,413,155	11,413,155	7,645,525	-	7,645,525	19,058,680	-	19,058,680
<b>TOTAL</b>	<b>113,731,268</b>	<b>113,731,268</b>	<b>620,750,214</b>	<b>87,618,190</b>	<b>708,368,404</b>	<b>734,481,482</b>	<b>87,618,190</b>	<b>822,099,672</b>

## Tree Purchases by Tree Species and Adopt-a-Tree Event: 2003

ACTUAL PURCHASES BY TREE SPECIES	CALENDAR YEAR 2003 ADOPT-A-TREE EVENTS							TOTAL
	May-03	Jun-03	Jul-03	Aug-03	Sep-03	Oct-03	Nov-03	
Arcerola					1,006			1,006
Avocados	79			7				86
Carambolas			600	8	1			609
Copperpod				1,250				1,250
Dahoon Holly					580			580
Glaucous Cassia		833						833
Green Buttonwoods								0
Inkwood			436					436
Jackfruit				456				456
Jamaican Dogwood			29					29
Lancepods			651					651
Longan (Clonal)	421	400						821
Lychee				1,601				1,601
Mango			3,029	44				3,073
Orange Geigers								0
Paradise Trees								0
Pigeon Plum				488				488
Queensland Crepe	974	700						1,674
Sapodillas					1,450			1,450
Seagrape								0
Sugar Apple	400	1,000		5				1,405
Vera Wood					856			856
White Geiger								0
Wild Tamarind		219						219
<b>PURCHASE TOTAL:</b>	1,874	3,152	4,745	3,859	3,893			17,523

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### Expedite Actions

This includes coordinating and reviewing for completeness and accuracy Requests to Advertise (RTA), Contract Awards, Change Orders/Amendments, and Professional Services Agreements for all funded capital improvement projects or unanticipated funded capital repair or rehabilitation projects for all departments. This oversight function entrusted to CICC, as approved by Expedite Ordinance 00-104, has provided for the expeditious processing of the following actions for the period of July 1 through September 30, 2003 by department and contract type. Each action represents a document signed by the County Manager that did not have to go before the BCC as an agenda item.

#### Expedite Actions for Quarter Ending 9/30/03

Department	Contract Type	RTAs	Contract Awards		Change Orders		Total Actions	
			No	Amount	No	Amount	No	Amount
AOC	PSA	0	1	191,000	0	0	1	191,000
DERM	Construction	16	1	30,000,000	5	5,725,000	22	35,725,000
GSA	Construction	1	0	0	0	0	1	0
MDAD	Construction	2	0	0	0	0	2	0
MDFR	Design Build	1	2	2,752,000	0	0	3	2,752,000
MDHA	Construction	0	1	660,000	0	0	1	660,000
Seaport	PSA	5	0	0	0	0	5	0
WASAD	Construction	4	4	9,085,056	0	0	8	9,085,056
OPTM	Construction	0	0	0	1	144,583	1	144,583
Park and Recreation	Construction	4	0	0	1	0	5	0
	PSA	2	0	0	0	0	2	0
PAC Mgt Office	Construction	0	0	0	12	(5,717,262)	12	(5,717,262)
Public Works	Construction	1	6	12,134,551	0	0	7	12,134,551
	PSA	0	1	4,000,000	0	0	1	4,000,000
TOTAL		36	16	58,822,607	19	152,321	71	58,974,928

**Equitable Distribution Program (EDP) and Miscellaneous Architectural  
and Engineering Professional Service Agreements  
ACTIVITY REPORT thru September 30, 2003**

DEPT	EDP Active Work Orders	EDP Estimated Service Fees	Active Misc. PSA's	PSA Award Amounts	S. O. Dollars Issued	Misc. PSAs Balances	*
AVIATION	40	\$ 1,723,436.00	16	\$ 35,369,335.00	\$ 25,692,065.00	\$ 9,677,270.00	
BLDG CODE	2	\$ 100,000.00	0	N/A	N/A	N/A	
CAA	2	\$ 49,500.00	0	N/A	N/A	N/A	
CICC	2	\$ 41,654.00	0	N/A	N/A	N/A	
DERM	7	\$ 145,976.00	123	\$187,240,000.00	\$ 103,545,907.00	\$ 83,694,093.00	
MDFR	4	\$ 153,000.00	5	\$ 1,200,000.00	\$ 997,977.00	\$ 202,022.00	
GSA/ADA	17	\$ 747,700.00	8	\$ 369,901.00	\$ 282,543.00	\$ 87,358.00	*1
JMH/PHT	4	\$ 1,000,000.00	6	\$ 1,600,000.00	\$ 373,019.00	\$ 1,226,981.00	
MDHA	18	\$ 383,587.00	5	\$ 2,500,000.00	\$ 1,731,898.00	\$ 768,102.00	
MPO	1	\$ 20,000.00	1	\$ 1,500,000.00		\$ 1,500,000.00	
MDT	1	\$ 65,000.00	6	\$ 750,000.00	\$ 681,559.72	\$ 68,440.28	
PARKS	18	\$ 552,715.00	8	\$ 13,000,000.00	\$ 3,832,172.00	\$ 9,167,828.00	
PWD	8	\$ 389,763.00	62	\$ 54,000,750.00	\$ 29,090,349.00	\$ 24,910,401.00	
SEA	11	\$ 295,473.00	4	\$ 8,000,000.00	\$ 4,729,955.66	\$ 3,270,044.34	*2
SWM	0	\$ -	4	\$ 4,000,000.00	\$ 2,764,674.00	\$ 1,235,326.00	
WASD	2	\$ 167,826.00	13	\$ 7,166,243.00	\$ 3,490,117.00	\$ 3,676,126.00	*3
<b>TOTAL</b>	<b>137</b>	<b>\$ 5,835,630.00</b>	<b>261</b>	<b>\$316,696,229.00</b>	<b>\$ 177,212,236.38</b>	<b>\$139,483,991.62</b>	

\*1 Encumbered in Open Service Orders

\*2 Designated for Cruise and Cargo Improvements

\*3 Designated for Specific Improvement Areas

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**Miscellaneous Construction Contract Work Orders Through 9/30/03**

CICC7040-0/07

Using Department	Thru 3/31/03	Thru 6/30/03	Thru 9/30/03	Total to Date
Aviation				
Releases/Work Orders	19	19	32	70
Amount Awarded	\$1,808,478	\$1,937,559	\$3,756,587	\$7,502,624
Corrections				
Releases/Work Orders	9	4	4	17
Amount Awarded	\$68,048	\$21,245	\$31,353	\$120,646
Fire				
Releases/Work Orders	6	23	22	51
Amount Awarded	\$849,078	\$2,156,694	\$365,056	\$3,370,828
GSA				
Releases/Work Orders	70	77	73	220
Amount Awarded	\$510,856	\$929,166	\$1,640,139	\$3,080,161
Library				
Releases/Work Orders	2	1	0	3
Amount Awarded	\$390	\$420	\$0	\$810
Park & Rec.				
Releases/Work Orders	24	57	55	136
Amount Awarded	\$1,114,719	\$1,391,522	\$2,108,500	\$4,614,741
Seaport				
Releases/Work Orders	11	12	8	31
Amount Awarded	\$127,986	\$119,643	\$1,067,360	\$1,314,989
Solid Waste				
Releases/Work Orders	8	15	7	30
Amount Awarded	\$931,512	\$654,237	\$126,824	\$1,712,573
WASD				
Releases/Work Orders	17	32	43	92
Amount Awarded	\$135,095	\$246,087	\$339,887	\$721,069
Transit				
Releases/Work Orders	0	4	16	20
Amount Awarded	\$0	\$21,550	\$214,498	\$236,048
<b>Total</b>				
<b>Releases/Work Orders</b>	<b>166</b>	<b>244</b>	<b>260</b>	<b>670</b>
<b>Amount Awarded</b>	<b>\$5,546,162</b>	<b>\$7,478,123</b>	<b>\$9,650,204</b>	<b>\$22,674,489</b>

# Departmental Quarterly Performance Report

Department Name:

Reporting Period:

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## MCC Work Orders Through 9/30/03

CICC7360-0/08 Federally Funded/Other MCC projects

Using Department	Thru 9/30/03
Housing	
Releases/Work Orders	51
Amount Awarded	\$2,926,065
CAA	
Releases/Work Orders	6
Amount Awarded	\$128,310
Transit	
Releases/Work Orders	3
Amount Awarded	\$60,964
<b>Total</b>	
Releases/Work Orders	<b>60</b>
Amount Awarded	<b>\$3,115,339</b>

# Departmental Quarterly Performance Report

Department Name:

Reporting Period:

## Division Quarterly Performance Report

Department Name: Office of Capital Improvements Construction Coordination

Reporting Period: July 2003 - September 2003

### Architectural & Engineering Solicitations Advertised, Submitted and Completed Through Negotiations & A&E Workshops During Fourth Quarter

No. of Solicitations Advertised		No. Solicitations Submitted		No. of Proposals Received	No. Solicitations Completed Through Negotiations			Work Days
6		4		61	5			652
		Average:		15	Average:			130
E03-MDAD-01	7/25/03	E03-MDAD-01	8/29/03	15	A02-MDAD-02	3/2/03	7/14/03	96
E03-MDAD-02, R	7/25/03	E03-MDAD-02, R	8/29/03	16	A02-MDAD-03	3/2/03	7/14/03	96
E03-MDAD-03, R	7/25/03	E03-MDAD-03, R	8/29/03	18	E02-PW-02	11/1/02	7/8/03	178
A03-PARK-02	8/8/03	A03-PARK-02	9/5/03	12	E02-WASD-03	12/18/02	8/25/03	179
DB03-FIRE-01	8/28/03				E03-WASD-02	3/13/03	8/4/03	103
E03-SEA-04	9/19/03							

### Architectural & Engineering Workshop: 4th Quarter

No. of Proposal Preparation Workshop	No. of Industry Selection Process Workshop	No. of Selection Committee Workshop	No. of Departmental EDP/ PPE Workshop
3	0	0	3
7/22/03			PW
8/26/03			PARK
9/23/03			WASD